UPLOADING AN ASSIGNMENT

Westfield State University
Uploading an Assignment
Step 1: Log into your LiveText account
Uploading an Assignment
Step 2: Click the “Begin Assignment” button
Uploading an Assignment
Step 3: Click the “Attach” button
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Step 4 (Option 1): Click the “Upload” button

Option 2:
You may also select a document you have previously uploaded or created in your account.
Uploading an Assignment
Step 5: Click the “Browse” button
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Step 6: Select the file and click “Open”
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Step 7: Click the “Attach” button
Uploading an Assignment
Step 8: Click the “Submit Assignment” button

In some cases you might only need to write in the comments box instead of uploading a document.
At this point you can withdraw your assignment if you would like to do so. Not after deadline date though.